

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES

BOARD OF DIRECTORS REGULAR MEETING

August 19, 2004, 7:30 p.m.

CALL MEETING TO ORDER: Following a Special Meeting field trip the Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order at 8:02 p.m.

ROLL CALL: Attending Directors: Vice President Leonard Woren, Secretary Fran Pollard, Treasurer Matthew Clark, and Board Member Ric Lohman. President Shawn McGraw was out of town.

Attending Staff: General Manager Chuck Duffy, Administrator Delia Comito, and District Legal Counsel Jonathan Wittwer.

PLEDGE OF ALLEGIANCE: Vice President Leonard Woren led those present in reciting the Pledge of Allegiance.

GENERAL PUBLIC PARTICIPATION
None.

ACTION AGENDA

1. Consideration of a Resolution Adopting Procedures for Amending Noncontingent Assessments upon Parcel Changes.

The District Administrator explained that the Resolution would reinstate the "hearing" method as the procedure for amending Noncontingent Assessments upon parcel divisions, mergers, lot line adjustments, and similar parcel changes for the 2003 Refunded Bond. The same procedure was used for the original 1996 Assessment District Bond.

ACTION: Director Pollard moved to adopt the Resolution Adopting Procedures for Amending Noncontingent Assessments upon Parcel Changes. (Res. 2004-011). (Pollard/Lohman). Approved 4-0.

The General Manager noted that the ad hoc Assessment District Committee needed to be re-created and reappointed as the Committee had been discontinued and the two original members were no longer on the Board. In the absence of the Board President, Vice-President Woren created the Committee and appointed himself and Director Lohman to the ad hoc Assessment District Committee.

Pursuant to the District Bylaws, an item will be placed on the next regular meeting agenda for ratification of the Vice-President's action.

2. Consideration of an Interim Ordinance Prohibiting the Acceptance and/or Processing and/or Approval of Applications for Sewer Connection Permits for Residential Use in the Community Open Space and Conservation Zoning District Pending Certification of the Local Coastal Program and Preparation of a Plan for Addressing Wet Weather Flow.

Due to concerns specified in the Board Agenda packet materials (including whether the District: (1) will be able to construct sufficient infrastructure capacity after the County's LCP Update is certified, particularly for residential uses in the COSC Zoning District in light of County Planning Commission action recommending elimination of such use; and (2) will be able to solve ongoing problems with wet weather overflows, Counsel Wittwer presented an Interim Ordinance which enables the GSD to prohibit the acceptance, processing or approval of sewer permits for residential development within the COSC Zoning District. The Ordinance presented in the agenda packet was drafted based on recommendations discussed by the ad hoc Measure A Committee.

ACTION: Director Pollard moved to approve the draft Ordinance Prohibiting the Acceptance and/or Processing and/or Approval of Applications for Sewer Connection Permits for Residential Use in the Community Open Space and Conservation Zoning District Pending Certification of the Local Coastal Program and Preparation of a Plan for Addressing Wet Weather Flow. (Ordinance No. 157). (Pollard/Lohman). Approved 4-0.

3. Consideration of Re-adoption of Granada Sanitary District Ordinance Code and Secondary Codes and authorize publication of Notice of Public Hearing for September 16, 2004 Granada Sanitary District Regular Meeting to adopt those codes by reference to be the Granada Sanitary District Code.

The General Manager and the District Counsel provided an overview of the changes to the District Code. The purpose of the re-adoption of the District Code is to make various corrections to items contained in the existing version of the Code. In addition, District General Counsel recommends compilation of all approved District Regulations which remain operational into one complete Binder, to include ordinances, operational resolutions, fee resolutions, bylaws and codes adopted by reference. The draft Code for re-adoption also contained six potentially significant policy changes which were outlined in the staff report. The General Manager indicated that this was the first step in the process of updating the Code, and that no Board action was required at this time. He did ask for Board input before the next meeting when the Ordinance is to be presented for approval. He also indicated that he and the District Administrator are working on revisions to the Code which may be incorporated into this Code update.

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CONSENT AGENDA

Director Lohman asked that item #5 be held for discussion.

4. **Approval of Special Meeting minutes for July 15, 2004.**
6. **Approval of August 2004 warrants totaling \$204,911.08 (#1643 - #1686).**
7. **Approval of Administrative Costs Fund distribution #12 totaling \$3,516.15.**
8. **Approval of June 2004 Financial Statements.**

ACTION: Director Pollard moved to approve Consent Agenda items 4, 6, 7, and 8. (Pollard/Lohman). Approved 4-0.

5. **Approval of Regular Meeting minutes for July 15, 2004.**

The following corrections/changes were made to the regular meeting minutes:

1. #6: Change vote from Woren/Pollard to Lohman/Pollard,
2. #15: After the word "technology", add "*to be tested*" and delete "demonstrated", and add "*at SAM*" at the end of the sentence.
3. Future Agenda Items: After the word "and" insert "*reappointed*."

ACTION: Director Pollard moved to approve the regular meeting minutes for July 15, 2004 as amended. (Pollard/Lohman). Approved 4-0.

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

9. **Sewer Authority Mid-Coastside: July 12, and July 26, 2004.**

Director Woren reported on the special meeting of July 12 regarding the August 2004 Carollo Wet Weather Overflow Management Report.

10. **Report on other seminars, conferences, or committee meetings.**

Director Woren reported on the local CSDA meeting held on August 3, 2004.

During Director Woren's report ~~above~~, Director Lohman noted that the Ballot for selection of the Alternate Special District Member to San Mateo LAFCo had been received and was to be returned by August 27. Due to the unknown date of President McGraw's return from out of town, Director Woren requested adding an agenda item titled *Consideration of a Resolution Appointing a Director as the Alternate Representative for the GSD on the LAFCo Independent Special District Selection Committee* as an urgency item to the Agenda:

ACTION: Director Clark moved to approve the findings that: the item came to the attention of the Board after the posting of the Agenda; and, the item requires action before the next regular meeting. (Clark/Lohman). Approved 4-0.

Urgency Item:

Consideration of a Resolution Appointing a Director as the Alternate Representative for the GSD on the LAFCo Independent Special District Selection Committee.

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ACTION: Director Woren moved to appoint Director Pollard as the GSD Alternate Representative to the LAFCo Independent Special District Selection Committee if the Board President is not available to vote, and directed staff to produce a Resolution as to such. (Res. 2004-012). (Woren/Lohman).
Approved 4-0.

INFORMATION CALENDAR

11. General Manager's Report .

The General Manager reported on his meeting with SAM General Manager Jack Foley and Mr. Don Mendel, attorney for Nurserymen's Exchange, regarding the possible temporary discharge into the District's system by Nurserymen's exchange. He also requested the appointment of an ad hoc committee to hold discussions with Nurserymen's Exchange.

~~Pursuant to the District Bylaws, in the absence of the Board President, Vice-President Woren created appointed the Committee and appointed himself and Director McGraw to the Nurserymen's Exchange Ad Hoc Committee. Should Director McGraw (who was not present at the time) subsequently decline the appointment to the committee, Director Clark will serve on the committee along with Director Woren, with director Clark as an alternate, to the Ad Hoc Nurserymen's Exchange Committee.~~ As required by the District Bylaws, an item will be placed on the next regular meeting agenda for ratification of Vice-President's action.

12. Administrator's Report.

The Administrator reported on the total number of sewer permits issued year-to-date.

13. Engineer's Report, April 2004 (old).

Nothing further to report.

14. Attorney's Report.

Nothing further to report.

FUTURE AGENDA ITEMS

The General Manager reviewed items to be placed on the next regular meeting agenda.

ADJOURN REGULAR MEETING: The meeting adjourned at 9:52 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Board Secretary

Date Approved: September 16, 2004

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